




## 2016 YEAR IN REVIEW



## COMMENTS FROM **COMMISSIONER FILBURN**

 ne year ago, I had the privilege of being named commissioner of the Department of Criminal Justice Training by Kentucky Gov. Matt Bevin and Justice and Public Safety Cabinet Secretary John Tilley. I have been part of many great organizations, but leading the men and women at DOCJT is truly my greatest honor. It is humbling to see the commitment these men and women exhibit daily in service to the officers and dispatchers of this commonwealth.

As I have said many times, I accepted this position with one mission in mind – to work every day to provide the best training possible and prevent additional names from being etched into the Kentucky Law Enforcement Memorial monument. We have seen great successes this year toward that effort.

DOCT was undergoing the most extensive audit the agency has experienced when I arrived. Staff members worked tirelessly and professionally to address each issue and move forward. We have made many necessary changes that will continue leading toward a more efficient and effective agency.

We have undertaken many new initiatives and reorganized our operational structures. The reorganization was conducted to provide better communication and teamwork throughout the agency. Our Law Enforcement Basic Training Academy recruit curriculum has been revamped to provide more training toward critical areas and utilization of more scenario-based instruction.

The Training Safety Officer program was implemented to increase the safety of every student trained at DOCT. Additionally, staff members worked toward and successfully changed Kentucky Administrative Regulation (503 KAR 5:090) to allow for annual diminishable skills training. Shooting, fighting, driving, first aid and legal skills all are diminishable skills that, without sufficient, regular training, have led to lives lost in the line of duty. Further, we developed regional training sites for the added diminishable skills training and, most importantly, developed partnerships with instructors statewide to conduct these courses.

All of this and much more was accomplished by our staff while continually training five recruit classes at a time, as well as in-service courses, Public Safety Dispatch Academy, Certified Court Security Officer and coroners training among other regularly-offered training. In my entire career, I have never seen a group of men and women accomplish more meaningful change and work in such a short period of time.

Looking forward, we will continue to work together to meet our goal of keeping names off the memorial, saving lives and increasing the safety of Kentucky citizens.



*Commissioner, Department of Criminal Justice Training*



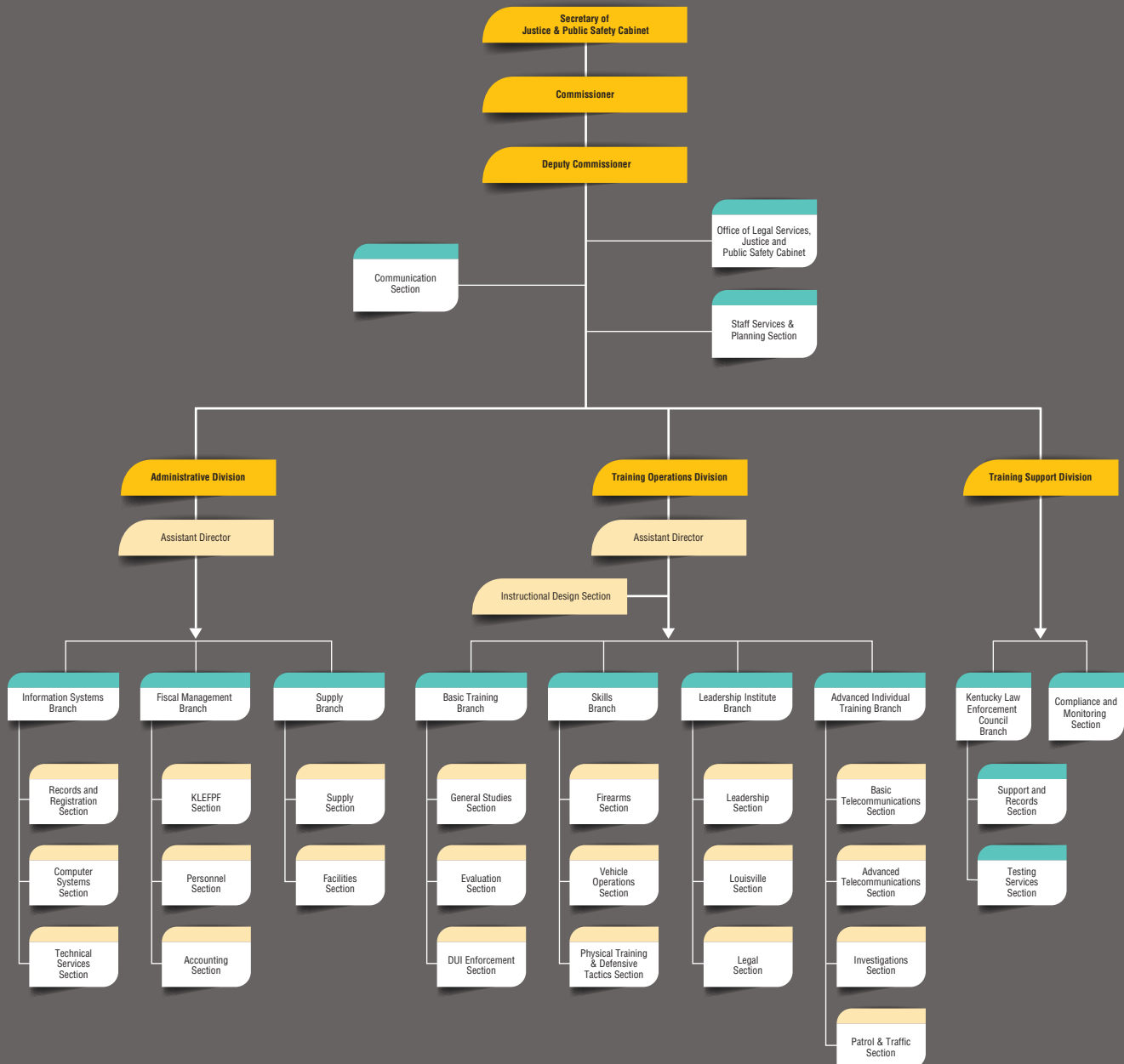
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# 2016 ORGANIZATIONAL STRUCTURE

November 2016





## EXECUTIVE STAFF



*Mark Filburn, Commissioner*

**MARK FILBURN** has been appointed as the commissioner for the Kentucky Department of Criminal Justice Training. He has more than 30 years' experience in law enforcement and joined the department following decades of service in community policing, criminal investigations, law enforcement training and command of tactical operations. Since 2005, he worked as a law enforcement specialist with the Kentucky League of Cities, providing consultation services to police agencies across the commonwealth.

Prior to that, Filburn served decades with the Jefferson County Police Department, which later merged into the Louisville Metro Police Department. His experience there included key leadership roles in Louisville Metro's Public Integrity Unit along with operations and training. Starting in 1988, Filburn worked for a year with the United States Secret Service, which included presidential security details.

Filburn earned a bachelor's degree in forensic studies from Indiana University in 1984 and graduated from basic training at DOCJT that same year. He also is a graduate of the United States Secret Service Academy and Federal Law Enforcement Training's criminal investigator course. Filburn has been a certified instructor for the Kentucky Law Enforcement Council since 1991 and received the council's Melvin Shein Award in 2013.



*John McGuire, Deputy Commissioner*

**JOHN MCGUIRE** was named DOCJT deputy commissioner on Aug. 16, 2016. He began his law enforcement career as a Jefferson County Police cadet in 1989. As a full-time officer, he served in patrol for eight years, taking on extra assignments as a lead officer in field training, bicycle patrol and Alcoholic Beverage Control. He was promoted to sergeant in 1999.

In 2000, he became a detective sergeant and in 2002 developed and supervised a district Flex Platoon, focusing on proactive approaches to property crimes, violent crimes and quality-of-life issues. He transitioned to the Professional Standards Unit in 2003, conducting internal-affairs investigations. In addition, McGuire served with LMPD/U.S. Marshals' Violent Crimes Task Force in 2005. He also supervised Violent Crimes Task Force units in 2009 and 2012.

In 2006, McGuire became sergeant of the Inspections and Compliance Unit, where he developed policies and procedures for ensuring OSHA, KACP and CALEA accreditation compliance. McGuire moved to the Prescription Drug Diversion Unit in 2009 as a liaison to pharmacists, physicians and the DEA, while investigating and supervising investigations of controlled-substances, legend drugs and health-care fraud. Additionally, McGuire was a member of the department's peer support team, assisting officers involved in critical incidents.

McGuire served as vice president and president of the River City Fraternal Order of Police from 2005-2007 and 2007-2009 respectively.

McGuire retired in 2012 and joined the Office of the Inspector General as the Drug Enforcement and Professional Practice branch manager. He oversaw the KASPER Program, supervised pharmacist-investigators and administered KRS Chapter 218A. Since 2011, McGuire has served as vice president of the National Association of Drug Diversion Investigators' Kentucky Chapter.

McGuire earned his master's in Business Administration from Bellarmine University and bachelor's in Police Administration from Eastern Kentucky University. He attended the European School of Management in Paris, France and completed an intensive Spanish-language course through Kentucky Institute for International Studies, including five weeks studying in Morelia, Mexico. McGuire is a KLEC-certified instructor, and has taught police in El Salvador.



*Frank Kubala, Staff Assistant*

**DR. FRANK KUBALA** serves a new role at the Department of Criminal Justice Training as staff assistant in the Office of the Commissioner.

Kubala has been with DOCJT for more than 18 years. He began his service as a Basic Training instructor in June 1998. During that time, Kubala taught a range of topics including physical training, first aid, investigations and patrol. He also was on the ground floor of establishing Kentucky's Peace Officer Professional Standards, assisting in the field testing that established today's standards.

In 2001, Kubala was named supervisor of the Physical Training and Defensive Tactics section. He went on to serve as supervisor of the Investigations Section, then the Patrol/Traffic Section, before being named branch manager of Advanced Individual Training. Kubala served AIT for 12 years.

Kubala became assistant director of the Training Operations Division in 2013, and served in that capacity until becoming staff assistant.

Prior to his DOCJT career, Kubala served the Lexington Police Department from Sept. 1992 to June 1998. He served his hometown of Hollywood, Fla. from March 1987 to Sept. 1992, where he worked patrol, street crimes unit, narcotics and SWAT team, as well as working investigations.

Kubala earned a Bachelor of Science in Criminal Justice from Florida International University, a Master of Science in Safety and Security from Eastern Kentucky University, and a Doctorate of Education in Educational Leadership and Policy Studies from EKU. Kubala also has served as an adjunct professor at EKU since 2004.

Kubala has been married to his wife, Demita, for more than 27 years and has two children, Alexandra and Nicholas.



*Oakie Greer, Director,  
Training Operations Division*

After more than 20 years of service at the Department of Criminal Justice Training, **OAKIE GREER** was named DOCJT Training Operations Division Director.

Greer joined the agency in April 1996 as an instructor in the General Studies section of the Basic Training Branch. He enjoyed a long career with the Lexington Police Department before joining DOCJT, beginning as a patrol officer in 1971. Greer had an interest in law enforcement training early in his career, and became a Kentucky Law Enforcement Council-certified instructor in 1976. He spent two and a half years in LPD's training unit and served as class coordinator for two Lexington recruit classes.

Greer also is responsible for developing curriculum for the agency's first Safety Officer Training program. He retired in 1995 from LPD at the rank of detective sergeant with multiple awards and commendations for his service.

Prior to his law enforcement career, Greer served our country in the U.S. Army. He served as an infantry rifleman in the 196th Light Infantry Brigade, and then as the rifle squad leader while deployed to the Republic of South Vietnam. In 1969, Greer achieved the rank of sergeant and became a military instructor with the Army Americal Infantry Division Headquarters in Chu-Lai, South Vietnam. He was honorably discharged in 1970 as an infantry sergeant and instructor with a bronze star medal, and multiple other awards and commendations.

Greer is a 1974 graduate of Eastern Kentucky University with a Bachelor of Science in Law Enforcement. He has been a member of the Fraternal Order of Police for more than 40 years. He and his wife, Sondra, have been married for 46 years and have two sons, Jeremy and Jason, and three grandchildren.





*John Schwartz, Assistant Director,  
Training Operations Division*

**JOHN SCHWARTZ** was promoted to serve as the assistant director of the Department of Criminal Justice Training's Training Operations Division.

Schwartz has served DOCJT for the past 11 years, joining the agency in Feb. 2005. He began his career with DOCJT as an instructor in the Advanced Individual Training Branch. There he taught classes including Criminal Investigation, Interview and Interrogation, Homicide Investigative Techniques and Cold Case Investigation.

Schwartz was promoted in August 2013 to become supervisor of the DUI Enforcement Section in DOCJT's Basic Training Branch. He served in that role until May 2015, when he was named supervisor of the General Studies Section.

In August 2015, Schwartz was promoted again to serve as the branch manager of the Basic Training Branch, a role in which he served until being named to his new position.

Prior to his service to DOCJT, Schwartz served and retired from the New York City Police Department after a 20-year career. He spent 13 years there as a detective and was assigned to various units throughout his career, including patrol, plain-clothes and robbery.

His final eight years of service to NYPD was spent working homicide squads in both Brooklyn South and the Bronx. Schwartz retired from NYPD at the rank of detective first grade.

Schwartz earned both his bachelor and master's degrees in Criminal Justice, with a concentration in Justice Administration, from Tiffin University.

He also is a graduate of the Criminal Justice Executive Development Class No. 18.

Schwartz and his wife, Loriann, have been married for 27 years. They have three children in college, Justine, Christina and James.



*Phillip Crumpton, Special Assistant*

Former Taylorsville Police Chief **PHIL CRUMPTON** joined the Department of Criminal Justice Training as a special assistant in the DOCJT Louisville Section.

Crumpton served the Kentucky State Police for more than 20 years, beginning his career as a trooper in Frankfort in 1991. In his 11 years as a trooper, Crumpton served as a field training officer, participated in a Special Traffic Enforcement program, was an instructor for the Civilian Police Academy and served Spencer County Middle School as a D.A.R.E. officer.

In 2002, Crumpton was promoted to the rank of sergeant, serving in the Criminal Identification and Records Branch. The following year, Crumpton became the assistant commander in the KSP Media Relations Branch – a role in which he served until 2006, when he was promoted to lieutenant. He then took over as commander of the branch, acting as the primary KSP spokesperson.

Crumpton was promoted to captain in 2008 and assumed the role of commander at the Bowling Green KSP post. One year later, he took on the role of commanding the KSP training academy, overseeing training for 1,700 employees. Crumpton retired from his service to KSP in 2012.

In 2013, Crumpton joined the Wilmore Police Department as a major, serving as the operations officer. He became the Taylorsville Police chief in July 2014, where he served until accepting his new position at DOCJT.

Crumpton has an associate degree in Electronic Engineering and Technology from the RETS Electronics Institute. He is a longtime member of the KSP Professional Association, where he has served as the quartermaster and treasurer since June 2013. He also is a member of the Kentucky Association of Chiefs of Police.



*Kevin Rader, Assistant Director,  
Administrative Division*

**KEVIN RADER** has served as the assistant director of the Department of Criminal Justice Training Administrative Division since 2009.

Rader began his career at DOCJT in 2001 as a network analyst, after a stint as a computer analyst for Lexmark. In 2004, he was promoted to Information Systems Branch manager where he helped facilitate streamlining the database merger and numerous other business processes. He also worked closely with the fiscal management staff to streamline the billing process for DOCJT's pay-for-training agencies.

In 2009, Rader promoted to assistant director of the Administrative Division. In that capacity, he handles the agency's capital plan, coordinates DOCJT's budget while building strong relationships with the state budget office, and works to receive funding for additional projects and budget requests to bolster DOCJT training efforts. In addition, Rader took the lead on a recent DOCJT heating, ventilation and air conditioning repair project with an estimated cost of more than \$3.3 million.

Rader also serves on DOCJT's legislative team. He holds a bachelor's degree in Computer Information Systems with a minor in Business Administration from Cumberland College.



*Deidra Douglas,  
Assistant General Counsel*

With 15 years of law experience, **DEAIDRA DOUGLAS** was named the assistant general counsel for the Department of Criminal Justice Training on Aug. 1, 2016. After earning her juris doctorate from the University of Kentucky, College of Law in 2001, Douglas served as a law clerk to the Bourbon County Circuit Court judge before joining the James Lovell Law Office as an associate attorney in 2002.

In 2004, Douglas opened a private practice in Paris, Ky. where she practiced in the areas of criminal defense; family/divorce; dependency, neglect and abuse; real estate; social security disability; and juvenile law. She also served as the Bourbon County Teen Court coordinator and as secretary and treasurer of the Kentucky Bar Association from 2005 to 2006.

Three years later, Douglas joined the Department of Public Advocacy where she served a 10-county area in central and eastern Kentucky. In 2009, she was promoted to directing attorney for the London DPA office. During this time, she attended the two-week Trial Practice Institute in Macon, Ga. and earned her death penalty certification.

While serving as directing attorney, Douglas managed circuit, district and family court coverages in five counties, practiced death penalty cases, acted as the defense bar FAIR Team representative and Laurel County Teen Court coordinator. In addition, Douglas also managed internal personnel issues for the London DPA office, acting in compliance with the Commonwealth of Kentucky personnel standards, and she assisted with and presented department trainings.

Douglas also holds a bachelor's degree in English Education from Eastern Kentucky University.



*Pam Smallwood, Executive Staff Advisor*

**PAM SMALLWOOD** has served as the executive staff advisor in the Office of the Commissioner since early 2014. She has served as a Department of Criminal Justice Training employee for 16 years.

Smallwood began as a part-time administrative assistant in support of Kentucky Police Corps, which was previously housed at DOCJT. She moved from there to serve Basic Training as the assistant to the branch manager. In late 2004, she became the assistant to the administrative director, ultimately serving in a dual role for the DOCJT deputy commissioner as well.

Smallwood has volunteered her time in administrative support for the Kentucky Law Enforcement Memorial Foundation since 2007. She and her husband, Bill, have three children; Katie, Tess and Hayley, and three grandchildren; Claire, Brogan and Aida.





*Edliniae Sweat, Staff Assistant*

**EDLINIAE SWEAT** was named staff assistant in the Staff Services and Planning Section in 2014, now currently named Staff Services, Planning and Communication Section. She began her career with the Department of Criminal Justice Training in 1995 as a clerk chief in the Records and Registration Section.

Sweat also has served the Kentucky Law Enforcement Council office and the Commissioner's office. She moved to her current role as staff assistant, providing support to the commissioner, and serving as the agency's compliance officer for the Commission on Accreditation for Law Enforcement Agencies. Sweat is responsible for ensuring DOCJT meets and exceeds CALEA accreditation standards by gathering compliance documentation and pushing out periodic reviews of agency policies.

The excellent staff of Staff Services, Planning and Communication also are responsible for conducting numerous client surveys to assist DOCJT in better understanding and meeting the training needs of its client agencies. The section coordinates all internal and external communication for the agency, including a quarterly magazine and all printed and online promotional materials.

Having served on many committees within and outside the agency and receiving multiple awards in her career, she repeatedly says "nothing is ever done solo, it's always a team effort."

She and her husband, Wesley, have been married for more than 30 years and have two adult children, Jasmine and Avery. Sweat firmly believes in Philippians 4:13, "I can do all things through Christ who strengthens me."



*Fran Root, Executive Director,  
Kentucky Law Enforcement Council*

Hailing from a long career in law enforcement training and service, **FRAN ROOT** was named executive director of the Kentucky Law Enforcement Council on Sept. 1, 2016. He came to the Department of Criminal Justice Training in 2000, after retiring as assistant chief with the Lexington Police Department, where he served 27 years.

Root has enjoyed considerable success with multi-unit and multi-agency task force operations and has extensive experience in directing patrol operations. The majority of his law enforcement career was dedicated to criminal investigations, predominantly in homicide and narcotics, and he ended his career as chief of detectives.

Root first joined DOCJT as the executive staff advisor for the Kentucky Police Corps program, where he transitioned the program into a full-scale operation and implemented signature programs that gained DOCJT national recognition. He went on to serve as branch manager in the Basic, Skills and Advanced Individual Training branches. While serving in these capacities, Root facilitated the transition from 16 weeks to 18 weeks of basic training and helped incorporate patrol rifle courses and active shooter response training into the basic curriculum.

Root has been recognized with numerous awards throughout his career, including the International Association of Chiefs of Police's Webber-Seavy Award for the Lexington Police Department in 2002.

Root holds a bachelor's degree in Police Administration from Eastern Kentucky University, and he is a graduate of the FBI National Academy, Session No. 180.

**“In my entire career,  
I have never seen a  
group of men and  
women accomplish more  
meaningful change and  
work in such a short  
period of time.”**

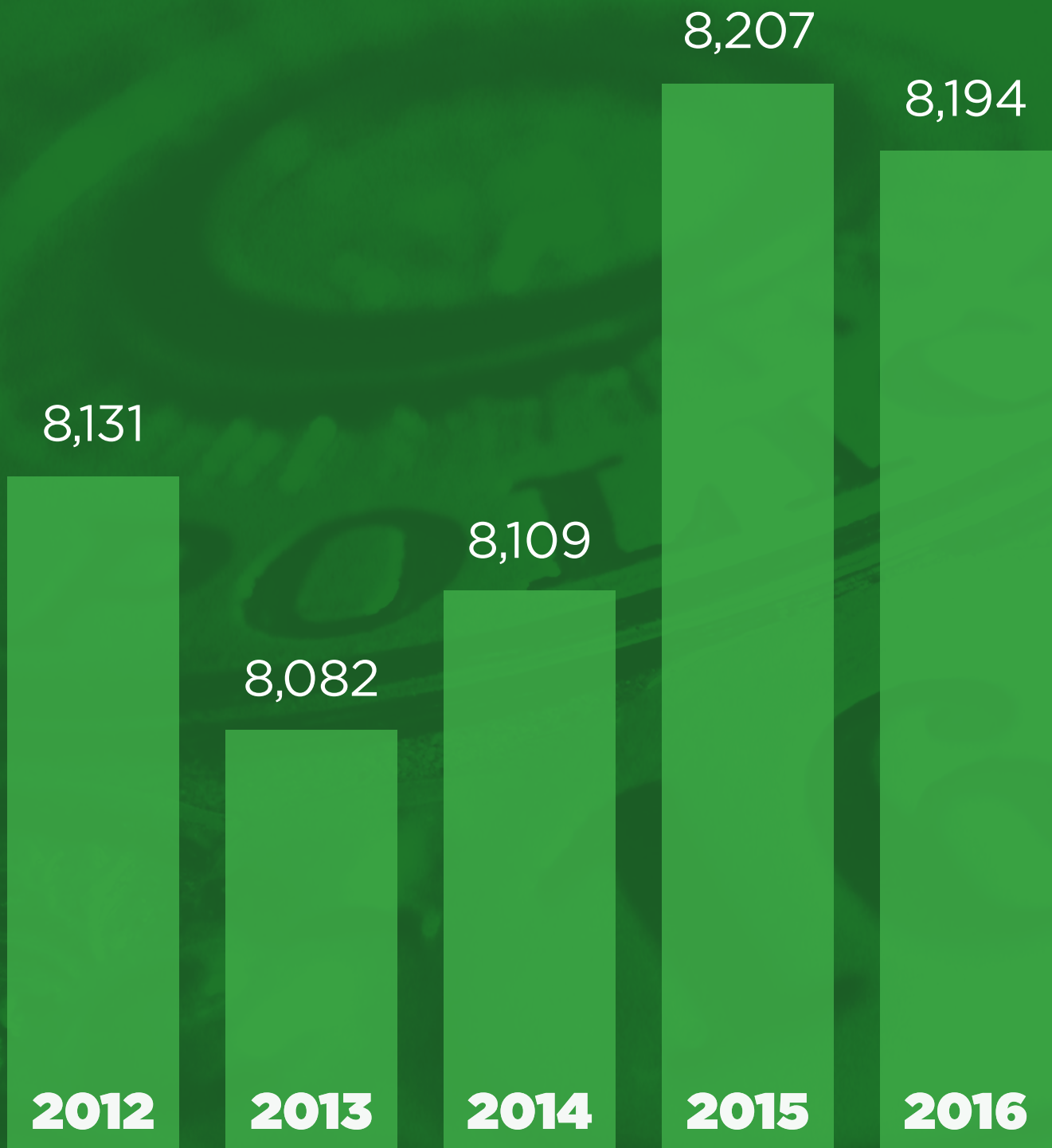
— Mark Filburn, Commissioner



Staff members attending new-Commissioner Mark Filburn's first agency meeting.



NUMBER OF SWORN  
**PEACE OFFICERS**



# COMMISSIONER'S OFFICE

## STAFF SERVICES AND PLANNING SECTION

### ACCREDITATION MANAGEMENT

**CALEA** – The Commission on Accreditation for Law Enforcement Agencies requires all agencies to have an accreditation manager to coordinate and maintain compliance records for CALEA Public Safety Training Academy Accreditation program standards. This process requires the continual monitoring of agency policies, procedures and written directives and to ensure efficient use of resources, improved relationships with the community, and the agency's pursuit of excellence. As a designated flagship agency, DOCJT provides assistance to other training academies seeking CALEA accreditation.

National accreditation standards and delivery of services underscores and validates that DOCJT is indeed, the premier public safety training program in the country.



**IACET** – Since 2013, DOCJT has met the standards of the International Association for Continuing Education and Training, making DOCJT a Continuing Educational Credit Unit provider under the IACET umbrella. IACET is a non-profit association dedicated to quality, continuing-education and training programs. IACET accredits education providers that meet strict continuing-education guidelines. DOCJT now can issue Continuing Education Units. CEU's originally were



designed for professionals who already had attained a certain level of education and needed to take additional continuing education and training per year to maintain certification.

### VETERANS' BENEFITS AND CELEBRATION

DOCJT is privileged to assist military veterans while they attend law enforcement basic and/or public safety dispatch training academy. The Staff Services and Planning Section is responsible for helping recruit veterans understand their benefits available while at DOCJT and providing services as it relates to each recruit specifically. Once they reach the final week of successfully completing their training, DOCJT looks for the most opportune moment to encourage our veteran graduates and leave them with a token of appreciation (*pictured below*).

### SURVEY AND ANALYSIS PROJECTS

Staff Services and Planning Section was tasked by the executive staff to conduct an array of surveys in 2016.

#### Basic Training FTO/PTO

The Section took a closer look at the law enforcement basic training academy and how DOCJT may better prepare peace officers for their communities. A survey was created and distributed to all agencies asking administrators and/or FTO/PTO's to identify the strengths and weaknesses of a new officer and the next phase of his or her career as it relates to job readiness and professionalism.



#### Firearms

DOCJT examined shotgun and rifle use along with its training while at DOCJT. The survey inquired with all law enforcement agencies on their department's use of rifles and shotguns, firearms training requirements, DOCJT Advanced Individual Training attendance and whether they supported the removal of shotgun training in basic training. The survey results indicated nearly 60 percent of participating agencies would not support the removal of shotgun training in law enforcement basic training.

#### Use of Knowledge Surveys

These surveys are developed to determine the extent to which students, who

successfully completed DOCJT AIT courses, are applying the knowledge and skills learned during training to the job. The focus courses were: Social Media and Internet Investigations, Illicit Drug Investigations, Framing Your Future and Current Issues for Patrol Officers.

#### **Kentucky's School Resource Officer**

DOCJT in collaboration with the Kentucky Center for School Safety surveyed all law enforcement agencies that use school resource officers. The survey included demographics, funding, professional development, equipment, school safety and administration. Our nation and state face difficulties to public safety greater than ever before in history. Our schools also face growing threats to the safety of students and staff. The Kentucky Center for School Safety and DOCJT both will benefit from the survey results.

#### **Senate Bill 63**

Senate Bill 63 states that all Kentucky law enforcement agencies must implement a policy and procedures manual related to sexual assault examinations that meets certain statutory requirements prior to January 1, 2017. The bill also states that failure to adopt a policy by the deadline would cause the agency to lose eligibility for Kentucky Law Enforcement Foundation Program Fund. The Staff Services and Planning Section coordinated with general counsel and executive staff to disseminate model policies and maintained correspondence with each department. The section also received and recorded every agency's model policy, electronically or hard copy. This project was completed in an eight-week period in conjunction with several agency sections.

#### **Professional Boards, Commissions and/or Committees**

Continuing our commitment to Kentucky law enforcement to serve the greater community, Staff Services and Planning section distributed an online survey to all staff inquiring about their involvement on professional boards, commissions and/or committees, if any, representing DOCJT. Every staff member participated, and a final report was given to the commissioner.

#### **NATIONWIDE INQUIRIES**

Two national reviews were completed:

**Nationwide Salary/Incumbent Testing** summary hinged on the opportunity of physical fitness – the assigned task encompassed incumbent testing as it involves mandated and/or voluntary academic achievement, medical, physical fitness and psychological testing once a recruit successfully completed basic training. The outline provided relevant information pertaining to physical fitness and a law enforcement public servant's well-being after graduating from the DOCJT Law Enforcement Basic Training Academy.

**Police Social Worker** summary reported on how DOCJT could possibly develop a series of classes which a PSW could attend. PSWs would not take the place of a sworn officer who needs

the credit for KLEFPF, but they would be able to use it for their own Continuing Education Unit in social work.

#### **THE STAFF ALSO:**

- Created organizational charts for presentation purposes in the agency's reorganization
- Researched and presented implementing community service projects back into law enforcement basic training
- Created training maps to assist in determining training locations, reflecting training regions and number of certified peace officers per county/region, etc. for Training Operations Division's initiative
- Assisted with Carrying Concealed Deadly Weapons data entry due to an overwhelming program response
- Facilitated with Challenge Course for all classes that encompass this training
- Assisted DRE coordinator with correspondence and classroom preparation
- Provided 15 scheduled tours and numerous on-the-spot requests

**"I am exceedingly proud of our staff, who met this responsibility with the professionalism and diligence this important issue (Senate Bill 63) deserved. The nearly-impossible feat of assisting every law enforcement agency across the commonwealth with meeting such a tight deadline – and succeeding – is just another example of how committed DOCJT's staff is to our clients."**

*— Commissioner Mark Filburn*



## COMMUNICATION OFFICE

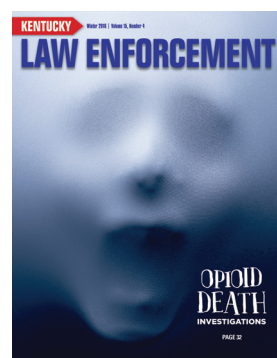
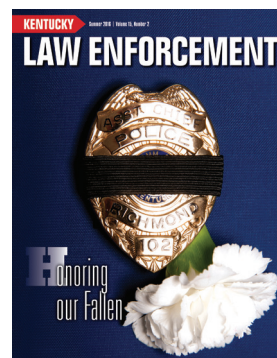
The Communication Office experienced tremendous change in 2016. From redistribution of roles to creating and implementing new communication strategies and programs, the DOCJT Communication Office staff had a busy and successful year.

The Communication Office staff researched, wrote, edited, designed and published four issues of the agency's primary communication tool to Kentucky's law enforcement personnel, the *Kentucky Law Enforcement* magazine, along with 47 articles/videos published exclusively online. This year's magazines included primary in-depth features on the use of drones in law enforcement, understanding law enforcement line-of-duty death benefits and honoring Kentucky's 2015 fallen officers, the future of Kentucky law enforcement, and the intricacies of opioid death investigations.

The magazine was significantly overhauled in late 2016, receiving a sleek, contemporary redesign. Under direction from the Justice and Public Safety Cabinet, the staff also reduced the page count and mailing quantity of the print magazine, and launched a website and social-media platforms exclusively for *Kentucky Law Enforcement*. The website, [klemagazine.com](http://klemagazine.com), allows the magazine to reach a much broader audience, while delivering timely content on a weekly, and sometimes daily basis, eliminating the confines of a quarterly publication.

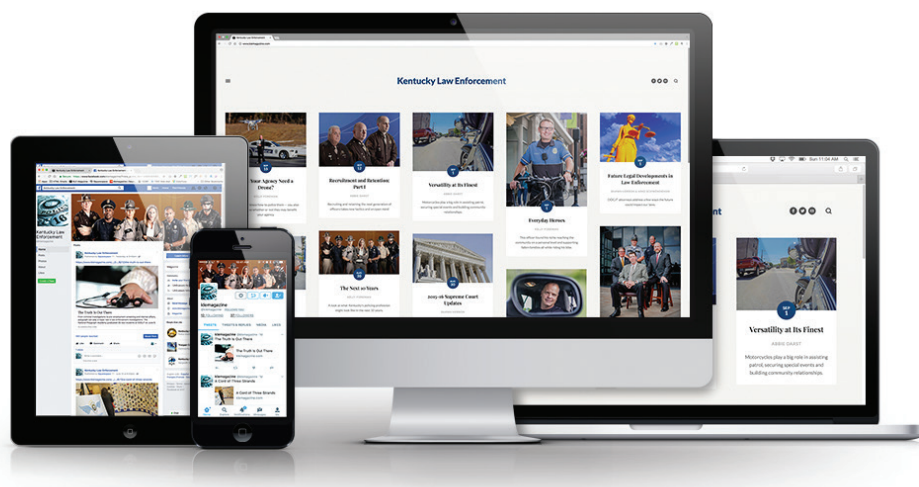
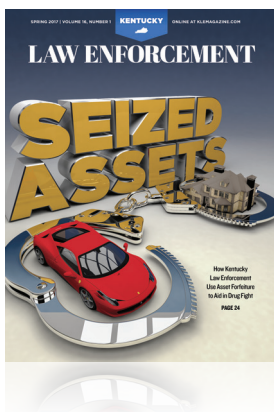
Taken together, the new look brands both the print publication and website for a streamlined, cohesive communication product.

In addition, the existing e-newsletter, *KLE* Dispatches, was reconfigured to directly correspond to the [klemagazine.com](http://klemagazine.com) website. The newsletter now highlights newly-published news articles and feature content in order to boost awareness and traffic to the new site, while still providing pertinent information on upcoming training opportunities and law enforcement



events across the commonwealth to the 9,000 *KLE* Dispatches email subscribers.

The Communication Office also sought new ways to connect, communicate and engage DOCJT's clientele on social media, revamping the types of material posted or shared, engaging with other law enforcement-related pages for content, expanding the agency's presence and engagement on Twitter and introducing a DOCJT Instagram account.



*Kentucky Law Enforcement* magazine was given a complete redesign, a new web site, Facebook and Twitter pages in late 2016.



The Funderburk Building lobby was transformed into a welcoming hub that displays the agency's core values and promotes all law enforcement entities DOCJT serves.



Additionally, the Communication Office continued its efforts through multiple media contacts to provide a consistent and accurate response to both local and national media inquiries in 2016. One of the year's most significant cooperative projects was with the WKYT-TV news station. Reporter Miranda Combs and her camera crew were invited in to the DUI section to provide an inside look at our field sobriety training, providing information to the public about the depth of training DOCJT provides to recruits during academy training.

The Communication Office was tasked with creating an internal communication vehicle to increase and streamline agency communication between sections and keep all employees abreast of personnel training, agency events and accomplishments and pertinent ideas and information from the Commissioner's Office. The HTML email titled, DOCJT This Week engaged staff, disseminated valuable information and increased overall agency morale.

In addition to redesigning *KLE* magazine and creating the template for DOCJT This Week, the art director updated and transformed the agency's 24-page informational booklet that covers every entity of the organization. He also undertook the process of rebranding the agency to include the original seal logo and created an interactive, presentation-style web page for the Prepared Judiciary Notes.

Communication Office staff completed the agency's first drone video that provided a personal tour through the halls of the DOCJT complex. This video, created in collaboration with a Somerset police officer with drone-pilot certification,



The Communication Office, in collaboration with a certified drone-pilot from Somerset Police, produced it's first drone video promoting the agency.

served and continues to serve as the primary presentation tool for the Commissioner's Office. In addition, the staff videographer provided new training videos to our clientele, as well as produced training/awareness videos to increase officer safety and awareness on issues such as ballistic vest wear and situational awareness. The office created and distributed 14 videos in 2016. This office also copied and printed more than 4,000 Carrying Concealed Deadly Weapons DVDs, for distribution across the state.

Communication Office staff also played a vital role in transforming the Funderburk Building lobby into a central, welcoming hub that displays the agency's core beliefs and priorities. The culture built into this space, which soon will be carried throughout the facility, promotes all law enforcement entities DOCJT serves, instills core values and redefines the space as one that honors, "the bravest men and women of the commonwealth."

Just after completion of this transformation, the Communication Office coordinated and hosted Gov. Matt Bevin and his staff for an extensive tour of the agency. Gov. Bevin was provided access to instructors, DOCJT's fire-arms simulators and the skid track to get a first-hand glimpse into the training DOCJT provides.

Additional assignments in 2016 ranged from completing written biographies for each executive staff member for their promotional ceremony booklets, to working with the Justice and Public Safety Cabinet to provide written information about changes to diminishable skills training as it related to the governor's Red Tape Reduction initiative.



# TRAINING SUPPORT DIVISION

## COMPLIANCE AND MONITORING SECTION

The Compliance and Monitoring Section conducts Kentucky Law Enforcement Foundation Program Fund, Telecommunication Professional Standards, Certified Court Security Officer and Peace Officer Professional Standards audits of law enforcement agencies every three years. The audits verify only trained and certified officers, telecommunicators, and court security officers are employed by Kentucky law enforcement agencies and that KLEFPF stipends are being paid correctly.

Prior to attending DOCJT basic training academies, pre-audits are conducted on all officers, telecommunicators and court security officers. This guarantees only qualified applicants are sent to the academy by their departments.

All law enforcement personnel are required to complete training annually. When officers, telecommunicators or court security officers are training deficient, the Compliance and Monitoring Section works with the individual and his or her department to correct the deficiency.

Compliance and Monitoring Section personnel strive to maintain a positive rapport and professional relationship with the law enforcement community. Every year, section personnel attend the Kentucky Association of Chiefs of Police Conference and the Kentucky Sheriffs Association Conference to conduct courtesy visits with the attendees. Section personnel also respond to general requests for assistance via telephone or in-person visits.

The Compliance and Monitoring Section met many accomplishments in 2016 in the areas of investigations, monitor evaluations and CCDW:

Applications to join KLEFPF audits	20
KLEFPF/POPS audits	112
Telecommunication center audits	44
Pre-POPS audits	466
Pre-TPS audits	133
Pre-CCSO audits	131
D-1 lateral-hire file checks	426
Courtesy visits to law enforcement agencies/dispatch centers	12
POPS certificate revocations	6
Employee background investigations	16
General requests for assistance from public/law enforcement/agency	96
KLEFPF overpayment	\$10,088.04
KLEFPF underpayment	\$890.28
Presented in the Orientation for New Police Chiefs/Sheriffs course and the KLEC Hiring Process Course	2
Training delinquency contacts and extension requests	467

### POPS/KLEFPF INVESTIGATIONS

The Compliance and Monitoring Section investigated 11 felony charges against law enforcement officers for recommendation that their POPS certifications be revoked by the KLEC.



Compliance Investigator Larry Oliver reviews required documentation with a police department representative.

## MONITOR EVALUATIONS

The Kentucky Law Enforcement Council utilizes class monitors to ensure KLEC-certified instructors are teaching classes effectively and within mandated parameters. From January 2016 until July 2016, the Compliance and Monitoring Section was

ACADEMY MONITORED	NUMBER OF INSTRUCTORS
DOCJT	57
Kentucky State Police	17
Lexington Police Department	23
Louisville Metro Police Department	40

responsible for the oversight of the class monitors. This entailed the assignment of instructors due for monitoring, the monitors' calendars and reviewing and maintaining data submitted by the monitors. Additionally, the monitors' evaluation forms and requests for remuneration were processed by the section.

## CARRYING CONCEALED DEADLY WEAPONS

The Compliance and Monitoring Section also provides oversight and training to Kentucky Carrying Concealed Deadly

Weapons (CCDW) instructors. In addition to conducting investigations as needed, Compliance investigators attend applicant classes, teach segments at instructor recertification classes, visit gun shops and shooting ranges in the state and make court appearances as subpoenaed.

The staff investigated 24 CCDW cases in 2016. Nine instructors resigned from the program. The nature of the complaints consisted of instructors submitting paperwork late and/or with errors, teaching classes improperly by failing to require students to fire the required number of rounds during the range portion of classes, failure to show class video, not teaching classes for the required six hours of instruction, paying for class fees with non-sufficient funds checks, using the DOCJT CCDW logo improperly, and conducting an unsafe range.

CCDW BY THE NUMBERS	
CCDW instructor visits	97
Gun/pawn shop visits	17
CCDW instructor recertification classes attended	12
CCDW investigations	24

**“This organization has hired professional people from legal to firearms to driving and PT/DT and every other subject. Each instructor that I have come in contact with here has been an example for recruits in some way or another. Thank you.”**

— Anonymous Recruit



# KENTUCKY LAW ENFORCEMENT COUNCIL

The Kentucky Law Enforcement Council, as prescribed in KRS 15.315 and 15.330, is composed of 24 members, named in statute by virtue of office or appointed by the governor for four-year terms. The KLEC governs training for all of the state's law enforcement and meets quarterly. The council is charged with certifying or approving law enforcement training schools, training instructors and curriculum, as well as administering the Peace Officer Professional Standards certification process for peace officers and similar standards for court security officers and telecommunicators. The council is comprised of the Executive Committee, Certification Committee, Curriculum Committee and POPS Committee.

The four training academies (DOCJT, Kentucky State Police, Lexington Police Department and Louisville Metro Police Department) in Kentucky are required to have all training curricula and instructors certified or waived before the KLEC. The council ensures the integrity of those programs is maintained within the parameters of Kentucky Administrative Regulations and Kentucky Revised Statutes.

The 1998 Omnibus Crime Bill (HB 455) legislation is responsible for comprehensive changes in requirements for Kentucky law enforcement, including the Peace Officer Professional Standards Act. POPS dictates the minimum standard for becoming a peace officer in Kentucky. The law requires Kentucky law enforcement agency applicants to meet 17 pre-employment standards prior to becoming a peace officer. Prior to POPS, Kentucky only required peace officer applicants to be at least 21 years old, not convicted of a felony offense and hold a valid operator's license. In addition, applicants for both court security officers and telecommunicators undergo similar testing requirements with fewer pre-employment standards prior to being hired by law enforcement agencies in Kentucky.

Applicant testing for peace officers, court security officers and telecommunicators is conducted regionally at nine testing sites throughout the state. The testing process consists of two phases. Phase I is comprised of the physical ability test and suitability screener, and Phase II is comprised of the polygraph exam and drug test. The KLEC office personnel are tasked with testing applicants, scheduling Phase I and Phase II testing and processing all appropriate forms submitted by law enforcement agencies. KLEC provides assistance to law enforcement agencies in hiring the best qualified applicants available at the least cost with the least inconvenience in a timely manner - while understanding throughout that agency pre-employment needs vary greatly by agency size.

In late December, the Office of the Kentucky Law Enforcement Council Support was renamed and moved organizationally from DOCJT to the Justice and Public Safety Cabinet. The office facilitates the work of KLEC and works in conjunction with DOCJT's Compliance and Carrying Concealed Deadly Weapons Section and Kentucky Law Enforcement Foundation Program Fund Section ensuring officers maintain certifications. In addition, office personnel communicate with law enforcement agencies on a daily basis providing guidance and regulation. OKLECS, through retirement and transfer, is down three polygraph examiners. Their replacements began training in April 2017 and will be operational by spring 2018 (10 week training and one year apprenticeship). The office contracts with three instructor monitors and one outside polygraph examiner.

*Peace Officer Professional Standards pre-employment testing periodically is conducted onsite at DOCJT. Using agency facilities, KLEC staff explain and administer each portion of the physical ability screener.*



## POPS AND COURT SECURITY OFFICER STANDARDS

- Is a citizen of the United States
- Is at least 21 years of age
- Is a high school graduate or has successfully completed a General Education Development examination
- Possess a valid license to operate a motor vehicle
- Has been fingerprinted for a criminal background check
- Has not been convicted of a felony
- Is not prohibited by federal or state law from possessing a firearm
- Has been interviewed
- Has undergone a background investigation
- Has taken a polygraph examination
- Has taken a suitability screener
- Has passed a drug screening test
- Has been discharged under honorable conditions, if served in the armed services
- Has received and read the Kentucky Law Enforcement Officer's Code of Ethics

## POPS APPLICANTS MUST ALSO MEET THE REMAINING MANDATORY STANDARDS

- Has passed a medical examination
- Has passed a physical agility test
- Has not had certification as a peace officer revoked in another state

POPS REQUIREMENTS — PHYSICAL PERFORMANCE POINTS DISTRIBUTION					
EVENT	9 PTS	9.5 PTS	10 PTS	10.5 PTS	11 PTS
Bench Press (% body weight)	55.3%	59.7%	64%	68.5%	> 73%
Sit Ups (repetitions)	13	16	18	-----	> 18
300 Meter Run (seconds)	68	67	65	-----	< 65
Push Ups (repetitions)	14	17	20	23	> 25
1.5 Mile Run (min:sec)	17:56	17:34	17:12	16:44	< 16:15

## TELECOMMUNICATION PROFESSIONAL STANDARDS

- Is a citizen of the United States
- Is at least 18 years of age
- Is a high school graduate or has received a G.E.D.
- Has not been convicted of a felony or other crimes involving moral turpitude
- Has passed a drug screening test
- Has taken a suitability screener
- Has taken a polygraph examination
- Has submitted fingerprints to KSP and the FBI for a criminal history check

## EXECUTIVE COMMITTEE

**Keith Cain, Chair**  
**Mike Ward, Vice-Chair**  
**Joe Cline, Certification Committee Chair**  
**Patrick Boggs, Curriculum Committee Chair**  
**Steve Conrad, Professional Standards Committee Chair**

## CERTIFICATION COMMITTEE

John Cirigliano . . . . . *Citizen at Large*  
 John Coyle . . . . . *County Judge Executive*  
 Chuck Dills . . . . . *Sheriff*  
 Art Ealum . . . . . *Chief of Police*  
 Doug Czor . . . . . *Kentucky Peace Officers' Association*  
 Joe Cline . . . . . *Kentucky Association of Chiefs of Police*  
 Jon Hayden . . . . . *Sheriff*  
 Spike Jones . . . . . *Chief of Police*  
 Roger Holland . . . . . *Lexington Police Department*

## CURRICULUM COMMITTEE

Victor Kappeler . . . . . *Eastern Kentucky University  
College of Justice and Safety*  
 John Moberly . . . . . *Attorney General's Office*  
 W. Allen Love . . . . . *U.S. Attorney*  
 Cindy Shain . . . . . *University of Louisville  
Southern Police Institute*  
 Vacant . . . . . *Mayor*  
 Tracy Schiller . . . . . *Chief of Police*  
 Patrick Boggs . . . . . *Kentucky Sheriffs' Association*  
 Mark Filburn . . . . . *Department of Criminal Justice Training*

## PROFESSIONAL STANDARDS

Mike Bosse . . . . . *Chief of Police*  
 Alex Payne . . . . . *Kentucky State Police*  
 Keith Cain . . . . . *Sheriff*  
 Demetrius Holloway . . . . . *Kentucky Bar Association*  
 Berl Perdue, Jr. . . . . *State President, Fraternal Order of Police*  
 Steve Conrad . . . . . *Louisville Metro Police Department*  
 Mike Ward . . . . . *Chief of Police*

## 2016 APPOINTEES TO THE COUNCIL:

Col. Alex Payne . . . . . *Kentucky State Police*  
 Chief Arthur Ealum . . . . . *Chief of Police*  
 Commander Roger Holland . . . . . *Lexington Police Department*  
 Sheriff Chuck Dills . . . . . *Sheriff*  
 President Doug Czor . . . . . *Kentucky Peace Officers' Association*  
 Chief Spike Jones . . . . . *Chief of Police*  
 Commissioner Mark Filburn . . . . . *DOCJT*  
 Chief Tracy Schiller . . . . . *Chief of Police*  
 Chief Mike Bosse . . . . . *Chief of Police*  
 Commissioner John Moberly . . . . . *Attorney General's Office*

Following is a summary of activities for the Office of Kentucky Law Enforcement Council Support:

#### OVERALL STATISTICS:

- Current Number of Certified Officers – 8,324
  - Out-of-state basic training approved – 436
  - Out-of-state basic training approved but not yet hired – 366
  - Out-of-state basic training applications denied – 305
- Current Number of Certified Telecommunicators – 1,542
- Current Number of Certified Court Security Officers – 744
- Current Number of Certified Active Instructors – 678
- Total Number of Peace Officer Certifications Revoked – 80

In 2016 OKLECS staff administered the following services on peace officer, telecommunicator and court security officer applicants:

- Physical agility – 1,092
- Suitability screener – 1,506
- Drug screen – 611
- Polygraphs – 698
- Out-of-state basic training applicants processed – 81
  - Approved – 33
  - Denied – 22 (others pending)
  - Hired by Kentucky agencies – 14

#### CAREER DEVELOPMENT PROGRAM

The KLEC's Career Development Program is a voluntary program that awards specialty certificates based on an individual's education, training and experience as a peace officer or telecommunicator. There are 17 professional certificates; 12

for law enforcement that emphasize the career paths of patrol, investigations, traffic and management; and five certificates for telecommunications. The variety of certificates allows a person to individualize his or her course of study, just as someone would if pursuing a specific degree in college.

- The Career Development Program issued 274 new certificates to peace officers and telecommunicators in 2016. The program has issued 4,180 certificates since inception in January 2003.
- Processed 7,760 Form Ds (new hire) and Fs (status update) indicating updates for peace officers, court security officers and telecommunicators.
- Processed Annual Firearms Qualification for 3,906 officers.

#### INSTRUCTOR MONITORING

The Instructor Monitoring duties were transferred from DOCJT to the OKLECS. The office provided training for these contractors and restructured their processes for a more efficient result.

- With DOCJT's new regional training approach, 101 new instructors were trained by DOCJT in 2016. Policy dictates new instructors must be monitored within the first year of certification and every two years thereafter.
- OKLECS presented "The KLEC Hiring Process" class to 24 officers, law enforcement executives and staff to assist them through each step of the hiring process.
- OKLECS submitted its annual report to the LRC on mandatory training. This is the first time all academies have submitted the report to KLEC.

**“I think that seeing the success of some of the instructors has really influenced me to go out and be the best officer I can be and just maybe one day come back and become an instructor as well.”**

— Anonymous Recruit

# ADMINISTRATIVE DIVISION

To further the training mission of the Department of Criminal Justice Training and in keeping with the agency's policies and procedures, the standards of the Commission on Accreditation for Law Enforcement Agencies and International Association for Continuing Education & Training, the Administrative Division continues to provide efficient and effective administrative support to assist in advancing the ability of the Commonwealth of Kentucky's law enforcement community to create a safe, secure environment for citizens of the commonwealth.

## FISCAL MANAGEMENT BRANCH

The Fiscal Management Branch is responsible for providing timely and accurate fiscal services for DOCJT, its clients and other applicable state and/or federal agencies so DOCJT staff can concentrate on their primary tasks without the distractions of support issues. The staff interprets and ensures all transactions are in compliance with all DOCJT and state/federal regulations and policies. The branch also is responsible for the administration and monthly distribution of Kentucky Law Enforcement Foundation Program Fund (KLEFPF) payments to participating law enforcement agencies throughout the commonwealth. The branch is additionally responsible for the Personnel Section. The Personnel Section's primary focus is customer service, facilitation, education, coordination and assisting agency personnel with system changes.

## ACCOUNTING SECTION

- Processed approximately 2,272 documents (This does not include KLEFPF documents)
- Provided financial documents and worked with the auditors of public accounts for the agency audit
- Compiled and provided supporting documentation for DOCJT's accrediting agencies

## KLEFPF SECTION

- Disbursed \$35,182,084 in KLEFPF stipends, retirement contributions and Federal Insurance Contributions Act reimbursements to approximately 7,600 law enforcement officers serving approximately 358 client agencies
- Implemented a pay stipend increased from \$3,100 to \$4,000, the first increase since 2000
- Provided information, guidance and support to state agencies and SROs who were included in the Kentucky Law Enforcement Foundation Program Fund by way of the budget
- Collaborated with DOCJT's Information Systems Branch to update the database to reflect the pay stipend increase to all eligible agencies and officers as provided by way of the budget
- Expended approximately \$23 million in restricted funds
- Deposited approximately \$1.4 million in CCDW funds

## PERSONNEL SECTION

Each year DOCJT employees' performance evaluations are audited for accuracy and completeness by the Personnel Cabinet. The Personnel Section works hard to make certain all performance plans, interim comments and annual evaluations are in good order. The results from the 2015 audit identified that all areas of the audit were in compliance with regulation. This was a first for DOCJT since the Personnel Cabinet began auditing performance evaluations.

### The Personnel Staff:

- Assisted in a reorganization of the agency involving 113 positions and 23 organizational units
- Utilized the Kentucky Human Resource Information System to process 215 personnel actions
- Posted 26 jobs on Career Opportunities System resulting in 11 appointments and 15 promotions
- Assisted 12 agency employees with their retirement
- Coordinated on-site Humana Vitality Screening to assist employees with fulfilling their Living Well Promise for 2016
- Facilitated agency-wide ethics training to comply with state and agency policies and procedures

## INFORMATION SYSTEMS BRANCH

The Information Systems Branch is responsible for purchasing and maintaining the agency's technology needs, electronic data and information systems. Additional responsibilities include application development, security access and web support. Significant progress was made in the areas of application development, technology infrastructure and process improvements, such as:

- Implemented Training and Administration Support System enhancements such as KLEFPF FICA and adding the ability to email CCDW certificates
- Replaced Mobile Lab with Dell Latitude Tablet PCs
- Installed and developed initial framework for use of Tableau Software as a business intelligence and analytic software solution that will be used with various functions such as KLEFPF, eMARS, KHRIS, etc.
- Provided multiple information and procedural reports as requested by executive staff



- Completed multiple test of data importers and held process review meetings in preparation of implementing a new department-wide information system (Envisage) that is set to go live in 2017

## RECORDS AND REGISTRATION SECTION

- Processed more than 82,800 requests to include registrations, transcripts, open records requests, outside training and Carrying Concealed Deadly Weapons applications
- CCDW processed more than 55,000 applicants which represents the second highest year since the inception of the program in October 1996

### Training and Registration Information System:

- Processed 17,151 training registrations with 86.49 percent completed through TRIS
- The 2016 training schedule went live with TRIS on December 1, 2015, with more than 10,426 records processed in that month (*pictured below, left*)
- 1,336 registered users in TRIS from 467 agencies

## TECHNICAL SERVICES SECTION

- Replaced existing Technical Services Xerox copier/printers with upgraded machines under Managed Print Contract (*pictured below, middle*)
- Printed more than 10 million copies, to include approximately 82,000 CCDW manuals shipped (*pictured below, right*)

## SUPPLY BRANCH

The Supply Branch staff expedited requests to provide staff and/or its clients with necessary supplies, classroom material, technical services, equipment, vehicles and dormitory housing, as well as superbly maintained facilities, to assist in the quality training conducted by DOCJT.

## SUPPLY SECTION

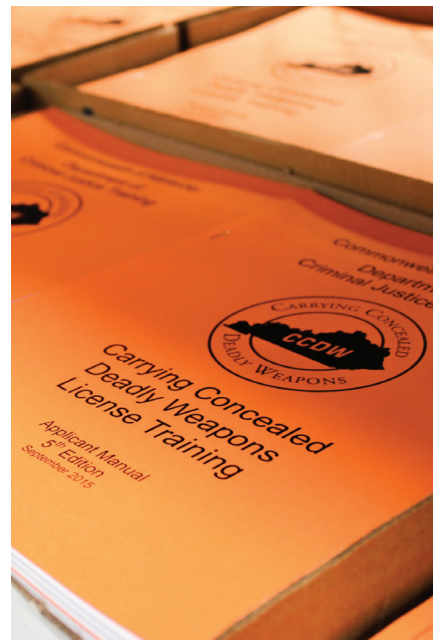
- Processed 2,038 requests for vehicles, driven approximately 500,000 miles
- Provided well-maintained vehicles for training and travel
- Processed 2,913 purchase and supply requests while assuring cost-effective and quality purchases
- Maintained the necessary inventory controls in compliance with state and/or agency regulations and policies
- Processed more than \$4 million of personal service contracts/grants/memorandums of agreement for review and eventual approval by the Government Contract Review Committee
- Expedited 3,125 requests for CCDW training materials

## FACILITIES SECTION

In early 2016, Funderburk's HVAC Phase I was completed. Phase I included replacement of all the above-ceiling heating and cooling control boxes and existing ventilation duct work. New room thermostats were installed and the control systems were upgraded. In late 2016, Funderburk's HVAC Phase II was completed. This included removal of the existing cooling towers and underground water reservoirs. Two new cooling towers were relocated and replaced that condenser water loop piping network. Finally, a large particle water separation unit was installed.

### The Facilities Section Staff:

- Expedited 506 facility-use requests from 33 external agencies totaling 3,851 hours usage
- Maintained an infrastructure of more than 300,000 sq. ft. and responded to 1,760 facility maintenance requests
- Managed DOCJT facilities through the master scheduling program



# TRAINING OPERATIONS DIVISION

The Training Operations Division experienced many changes in 2016. Many traditions began and can be seen each day at DOCJT. The American and Kentucky Flag were placed in each classroom. Each morning, classes recite the Pledge of Allegiance. During Friday morning flag ceremony, all participating classes, staff and visitors join together in reciting the Pledge of Allegiance. Another tradition began by recognizing all entry-level graduating classes during an Honor Walk (*pictured at right, top*). This memorable walk is led by a traditional bag piper and cheered on by students in all classes and staff. At the end of this walk, the graduating class is met by the commissioner who provides the class encouragement as they become the newest members of the law enforcement family. The class then proceeds to the Posey Auditorium and crosses over the 'thin blue line' and 'thin yellow line' marked on the lobby floor, to their final graduation ceremony.

In conjunction with EKU, the Posey Auditorium underwent extensive renovation and became home once again to DOCJT's graduations. All graduates are now center stage with the executive staff and special guest during the ceremony (*pictured at right, middle*).

In April, law enforcement basic training recruits were required to complete a pre-and post-perceptions survey of basic training. These results are shared with supervisors, branch managers, executive staff and the Justice and Public Safety Cabinet.

A committee reviewed the existing curriculum week by week, making numerous changes which benefit recruits. The enhancements started January 2017.

The law enforcement basic training class size also experienced an increase from 28 to 30.

In June, all available instructors, Training Operations supervisors and branch managers attended a Training Safety Officer presentation. This training was provided on the basis of formalizing many procedures regarding safety in DOCJT training. The program consists of specific safety procedures while conducting law enforcement training, briefing/debriefing, and the designation of a safety officer on-site for high-risk training such as firearms, vehicle operations, defensive tactics and practical scenarios. Each TSO is required to wear an orange safety vest and has the authority to stop training at any time if a violation is observed.

In August, Law Enforcement Basic Training and the Public Safety Dispatch Academy adopted a new tradition for recruits. The tradition involved the use of a class guidon flag. The guidon is carried by the class guidon bearer who is chosen by the class as the individual who represents them (*pictured at right, bottom*). The guidon is carried and posted everywhere the class goes each day. This tradition is intended to give the recruit class pride, and serve as a reminder that they are working as part of a team, the law enforcement family, and no longer working as individuals.





Unlike the military, the guidon is not to be disturbed by any staff or other recruits. The goal is to instill a sense of unity and team. Recruits are instructed that it is their responsibility to honor and secure the guidon. Staff will also honor class guidons to instill that we are all working together.

While in training, recruits are informed that when greeted by an instructor or staff member they are to respond accordingly. Staff and instructors acknowledge the recruit with the word **Honor** and the recruit responds with **Commitment**. This is symbolic of what DOCJT values as a profession.

Kentucky Senate Bill 63 was passed by the legislature and mandates that the Law Enforcement Basic Training curriculum contain eight hours of sexual-assault investigations training. The objectives were identified and meet the criteria of the bill. The Senate Bill also called for a new 40-hour in-service course on victim-centered, evidence-based, sexual-assault investigations. This new course was approved by the Kentucky Law Enforcement Council and will be taught 17 times during 2017.

The Louisville Office, housed on the University of Louisville Shelby Campus, grew from two to six employees. The office now is home to three instructors, as well as a special assistant, supervisor and administrative specialist. The office also received new furniture (*pictured below*), equipment and fleet vehicles. There also is a small room for gym equipment.



In late December, DOCJT underwent an extensive reorganization, with renamed branches and sections. The intent of the reorganization is to create a more fluid organizational structure, which will allow for the use of personnel and equipment across the entire agency instead of a single section or branch. As a result of this reorganization, the Training Operations Division promoted three new branch managers and five new section supervisors.

## ACCOMPLISHMENTS OF THE TRAINING OPERATIONS DIVISION

The Training Operations Division trained 12,750 students during 2016. Of those, 3,782 students completed online training in the areas of AIT, Telecommunications and DUI. The division conducted 409 classes (22,910 hours of training) at 28 training sites throughout 2016.

A summary of some of the training statistics for the division are listed below.

### INSTRUCTIONAL DESIGN SECTION

In 2016, the Instructional Design Section had numerous accomplishments involving instructor and curriculum development.

In January, the newly designed Law Enforcement Instructor Development Course was implemented. This course had not been significantly modified for more than 10 years.

The section learned the new ADOBE Captivate software and re-created all current distance-learning courses to go in the new ACADIS Training Management software. This was the first official course materials to be implemented in the new training management system.

The section assisted the Legal Section by having the first live stream of a legal class into a classroom where the instructor was in Richmond and the class being taught was in Paducah.

The section made many modifications during 2016 to meet new agency mandates and needs. All computerized tests were transitioned back to paper and pencil tests with monitors and graders and all pre-course materials were sent using a new Sharefile software.

The section also assisted outside agencies by being the DOCJT's representative on the Kentucky Distance Learning Steering Committee, The IACET Distance Learning Subcommittee and the Kentucky Department of Education's High School curriculum committee for law enforcement studies.

The section was responsible for IACET re-accreditation in 2016 and established memorandums of understanding with Campbellsville University and Daymar College for free college credit for graduates of the law enforcement basic training academy.

#### The Instructional Design Staff:

- Presented four Law Enforcement Instructor Development Courses for 101 new instructors for the four academies
- Trained 3,782 students in 40 distance learning classes in the areas of AIT, Telecommunications and DUI Enforcement

### BASIC TRAINING BRANCH

Starting in 2016, law enforcement basic training recruits no longer rotate epaulet colors. Each class is assigned a permanent color that will remain until graduation. The colors are gold, silver, dark blue, light blue, red and green.

The branch was responsible for graduating 10 LEN Basic Training classes with a total of 260 recruits successfully completing basic training, attaining a 92.1 percent retention rate.



## 2016 BASIC TRAINING BY THE NUMBERS

# 10

LEN Basic Training Classes

# 260

Recruits Completing Training

# 92.1%

Graduation Rate

CLASS #	469	470	471	472	473	474	475	476	478	479
GRADUATES	26	24	26	25	27	28	24	27	26	27

## SKILLS BRANCH

### FIREARMS SECTION

The Firearms Sections transitioned from Glock 22s (40 S&W) to Glock 34s (9mm). Each firearm instructor received new duty gear and holsters, improved electronic hearing protection, new red external ballistic vest and individual trauma kits. Instructors are required to wear the protective gear while on the range (*pictured at right*).

The old Kirksville Elementary School used many years to train students in rapid deployment was quickly deteriorating. Starting in 2016, DOCJT began using the former Bluegrass Christian School for this training.

### PHYSICAL TRAINING/DEFENSIVE TACTICS SECTION

The Physical Training Section enhanced several physical training and defensive tactics techniques during 2016. The defensive tactics Pressure Points Control Tactics System (PPCT) was revised to implement different disciplines such as KRAV MAGA, ASP and additional techniques for ground defense. The implementation improved techniques such as handcuffing, target aquisition, defense against an edge weapon and ground protection.

Instructors created transitional scenarios which allow recruits to experience a variety of real life situations. The scenarios give instructors an opportunity to critique the recruits' judgement when forced to make quick decisions.

In the physical training area, the PT manual was updated to meet the needs of the recruits. The instructors also began addressing cardiovascular diseases that are killing officers. Callisthenic/High-intensity interval training (HIIT) and circuit type exercises now are built-in to the recruits' workout program. The workouts require no weights or gym.

New equipment was purchased to ensure recruit safety and to give instructors the opportunity to evaluate and create enhanced workout regimens that will increase recruits' fitness performance. New equipment included cardio equipment, 45lb lifting bars, floor mats for the defensive tactics room and two wall clocks.



## ADVANCED INDIVIDUAL TRAINING BRANCH

The Certified Court Security Officer basic training course implemented the TI Machine, a firearms simulator, into the curriculum (*pictured below, left*). This training will increase the student's firearms training by four hours and allows students to become more familiar with their weapon. This implementation reduced the number of removals for safety violations during live fire.

The CCSO program trained 127 new certified court security officers in the two-week basic course. The 40-hour in-service course was completed by 369 certified court security officers.

CCSO BASIC TRAINING	
CLASS	# OF GRADUATES
49	23
50	22
51	23
52	21
53	24
54	14

- 5,927 law enforcement officers were trained through in-service courses
- The Kentucky Criminalistics Academy: Crime Scene Technician Course graduated 20 students representing 11 agencies across the state
- 447 coroners and deputy coroners completed training, in which 13 different courses were conducted

## TELECOMMUNICATIONS

- The Telecommunications staff developed a new in-service class titled "911 Preparing for Violent Groups". This unique course is designed to give dispatchers a closer look at violent groups in Kentucky including gangs, extremists and terrorists.
- 911 Reality Trainer – The Basic and Advanced Telecommunications Section attained new technology that assists students in scenario-based training during the Public Safe-



ty Dispatch Academy and Sharpening Your Dispatch Skills in-service course. In this program, the instructor is able to send calls to the student's workstation while monitoring their progress throughout the call. The simulator allows instructors to teach multitasking on six lines and two radio channels all in a simulated environment. Instructors are able to record calls which allows the students to hear their performance. The main component of this system is to simulate Next Generation 911 where dispatchers are able to send and receive text with 911. This system also allows the instructor to add sound effects for realism as well as Computer-Aided Dispatch and mapping systems making the training environment much more realistic.

Basic Telecommunications Section graduated 137 new telecommunicators achieving a 97.2 percent graduation rate.

- The Advanced Telecommunications Section conducted in-service training for 1,103 telecommunicators

TELECOMMUNICATIONS BASIC TRAINING	
CLASS	# OF GRADUATES
104	24
105	21
106	23
107	24
108	24
109	21

## LEADERSHIP BRANCH

- 1,064 students completed advanced leadership courses offered through the Leadership Section
- CJED graduated 43 administrators and/or managers

CJED TRAINING	
CLASS	# OF GRADUATES
XVII	21
XIX	22

- APS graduated 103 sergeants and/or first-line supervisors. Governor Matt Bevin was the graduation guest speaker for APS Class 67 (*pictured at right*).

APS TRAINING	
CLASS	# OF GRADUATES
63	20
64	19
65	20
66	20
67	24

## LEGAL

In addition to training students and recruits, the Legal Training staff:

- Tracked pending legislation affecting law enforcement, produced a draft summary at the end of the session and a final update when all new statutes were updated by the Legislative Research Commission
- Updated the Kentucky Criminal Law Manual and placed it online by the date new laws took effect
- Continuously monitors new case law, Kentucky, Sixth Circuit Court of Appeals and U.S. Supreme Court
- Updates Legal website as needed
- Converted Legal Issues Online class to Adobe Captivate software for a more sophisticated presentation
- Produced the first Legal Review to be distributed live in classrooms, via video and ultimately, via live feed as well
- Developed and taught the very first class via live feed for DOCJT in the Field Instructor course held in Owensboro. The class encompassed a two-hour legal block containing class exercises, PPT, video and discussions.



## 2016 NEW COURSES

- 911: Preparing for Violent Groups
- Criminal Justice Executive Development Program
- Current Issues for Patrol Officers
- Current Leadership Issues for Mid-Level Executives 2016
- Defensive Tactics Coordinator
- Electronic Evidence Investigations
- Firearms Instructor Update 2016
- Framing Your Future
- Illicit Drug Investigations
- Kentucky Drug Investigations 2016
- Kentucky Investigations 2016
- Kentucky Law Enforcement Support Team 2016
- Legal Issues: 2016
- Mandatory Training
- Police Executive Command Course 2016
- Sheriffs' Executive Command Course 2016
- Telecommunications Advanced Leadership Kentucky 2016
- What Child Sex Offenders Can Teach You



# NEW LEGISLATION

The following is a summary of new legislation enacted by the 2016 Kentucky General Assembly. Unless otherwise indicated, new statutes are effective as of July 15, 2016. A full summary of all new legislation is available on the Kentucky Department of Criminal Justice Training website, <https://docjt.ky.gov/legal/>.

## SB 16 — Children and vehicles

**(Emergency — effective immediately)**

Provides that a person who enters a vehicle for the purpose of rescuing a child will be immune from liability for damages, provided he or she reasonably believes it is an emergency to do so and notifies emergency services prior to the entry.

## SB 40 — Juvenile proceedings

Allows Kentucky to develop a pilot project to explore making some juvenile proceedings open to the public.

## SB 56 — DUI look-back period

**(Emergency — effective immediately)**

Changes the look-back period that applies to prior DUI offenses to 10 years, previously it was five years.

## SB 60 — Vulnerable victims

**(Emergency — effective immediately)**

Creates a new sub-category of offenses relating specifically to vulnerable victims, including children younger than 14, individuals who have an intellectual disability, are physically helpless or mentally incapacitated.

## SB 63 — Sexual assault

**(Emergency — effective immediately)**

All sexual assault kits currently held by Kentucky law enforcement agencies shall be submitted to the Kentucky State Police

for analysis by Jan. 1, 2017. Further, by that date, all agencies shall have a policy and procedure for sexual-assault exams that meets the parameters of the statute. Depending upon its size, every law enforcement agency shall have one or more officers trained in sexual-assault investigation.

## SB 84 — Stopped vehicles (traffic)

Waste collection and individuals participating in the Adopt-a-Highway program are permitted to stop a vehicle, where normally it cannot be stopped, for up to 15 minutes.

## SB 206 — Reemployment of retired officers

Provides guidelines for the rehiring of retired law enforcement officers.

## SB 228 — Bullying

Defines bullying under school law and requires schools to have specific codes of conduct concerning bullying.

## HB 4 — Synthetic drugs

**(Emergency — effective immediately)**

Moves most hydrocodone products into





Schedule II. Adds W-15 and W-18 into Schedule I. W-15 and W-18 are synthetic opiates, considered much more potent than fentanyl. Increases the penalty for trafficking in synthetic drugs to a class D felony for the first offense, with possession of synthetic drugs being increased to a class A misdemeanor. Also removes the exclusion of synthetic drugs from the first degree unlawful transaction of a minor.

## HB 40 — Felony expungement

Creates a process for individuals who meet certain qualifications to have certain class D felony convictions expunged, no sooner than five years following the completion of the sentence.

## HB 124 — Body-worn cameras

Adds body-worn cameras to grant funding available through the Department of Homeland Security.



## HB 132 — Booking photos

Prohibits the use of booking photos in commercial publications, if the publication charges a fee for their removal.

## HB 162 — Harassing communications

Adds electronic communications (e-mail, text, etc.) to the forms of communication, which may be considered harassing.

## HB 175 — Federal peace officers

Adds U.S. Immigration and Customs Enforcement officers to the list of federal officers who may exercise state law enforcement powers under KRS 61.365. (This is a technical correction, as previously, the statute read Customs Enforcement.)

## HB 189 — Interlocal agreements

Simplifies the process for amending the parties in an interlocal agreement

## HB 204 — Peace officer certification

**(Emergency — effective immediately)**

Allows alternative methods of high school graduate status to be recognized for peace officers, court security officers and telecommunicators.

## HB 250 — Arrest powers

Amends KRS 431.015 to add possession of burglar's tools, domestic violence shelter trespass, receiving stolen property and giving a peace officer false identifying information, to allow an arrest in the listed crimes, rather than a citation. Modifies giving a peace officer a false name or address to read false identifying information, instead and adds giving a false birth date, as well.

## HB 314 — Peace officer firearms

Adds a provision to KRS 237 that confirms off-duty peace officers, and retired peace officers specifically meeting the

requirements of LEOSA, may carry concealed weapons at all times and in all locations in the commonwealth where on-duty officers are permitted to carry.

## HB 381 — Coroner training

Sets basic training requirement for Kentucky coroners at 40 hours.

## HB 434 — Coroners

Requires an outgoing coroner to turn over all records within 10 days of the end of the term to the fiscal court and requires the fiscal court to deliver records to the new coroner. Provides that deputy coroners lose their eligibility to perform their duties if they fail to complete mandatory training.

## HB 384 — Emergency services health and fitness

Allows for a local law enforcement agency to create a health and fitness incentive program. However, governments may not use the program to measure job performance.



## HB 428 — Animal cruelty

Defines "dog fight/fighting" and amends KRS 525.125 (Cruelty to animals in the first degree) to affirm dog fighting is included under that statute.

## HB 473 — Peace officer training

Sets the required hours for peace officer basic training at 928 and sets in-service and basic training requirements for telecommunicators as well.



# INSIDE **DOCJT**

## BLOOD DRIVES

DOCJT conducted five blood drives in 2016, collecting 104 pints of blood. This resulted in saving the lives of 312 Kentucky residents. In 2003, DOCJT began the partnership with the Kentucky Blood Center. Since then, the caring staff have donated a total lifetime donation of 1,253 pints of blood, which has contributed to saving 3,863 lives here in Kentucky (*pictured below, left*).

## KENTUCKY EMPLOYEE CHARITABLE CAMPAIGN

During 2016, employees of DOCJT raised a grand total of \$16,896 for KECC, with more than 85 percent participation rate. KECC benefits non-profit organizations such as American Cancer Society, Community Health Charities, March of Dimes and Kosair Charities. The activities that aided in raising money included:

- **KECC Parking Spot Raffle** – Back by popular demand, staff entered a raffle for a VIP charity parking space for a year. This event brought in \$336.
- **Denim Days** – Employees had the opportunity to dress casual and wear jeans in exchange for making a contribution to KECC. This event brought in \$545.
- **Silent Auction** – A good way to raise money and rally support was a live, on-line auction. The donated items included delicious desserts, fabulous food and an array of other goods donated by talented DOCJT staff. This event was the most successful, and staff looks forward to the bidding war each year. This event brought in \$1,077.

DOCJT is honored to have one employee in the Leadership Circle. This employee donates one percent of their annual salary to KECC. Two employees are in the Cornerstone level; donating more than \$1,000 each to KECC.

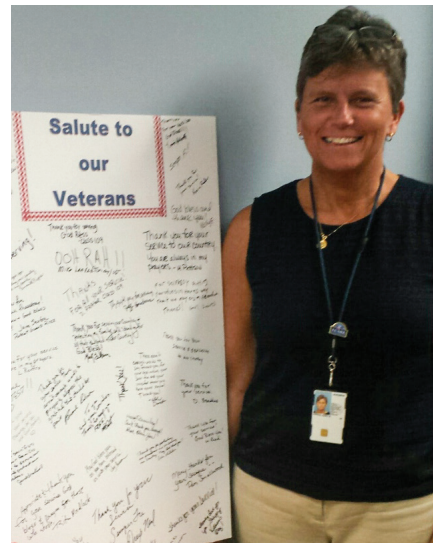
## ANGEL TREE

Each Christmas season, DOCJT employees and recruits assist two Madison County schools' resource centers by providing gifts of new clothing and toys to children in need. This year, our employees helped five families, which included 12 children ranging from ages 4 to 11 years old. Fifty-four gifts were collected to fulfill Christmas wishes (*pictured below, middle*).

## VETERANS DAY CELEBRATIONS – VETERANS DAY STAFF/STUDENT CELEBRATION

On November 11, 2016, Veterans Day was not forgotten by DOCJT employees, academy students and officers attending in-service training. The day started early with a 7 a.m. special flag detail while staff, students and recruits gathered in the Weber gym to share in the celebration of honoring those who have served, those who are serving and to pay respect to all of the men and women who have died serving our country. Staff, students and recruits were encouraged to share their name, military branch of service, number of years served and where they served. At the conclusion, all military veterans were invited to a continental breakfast.

Also "Salute to Veterans" boards were designed to celebrate, encourage and thank our veterans for their service. Additionally, this was an opportunity to send well wishes to the Lexington Veterans Affairs Medical Center. The salute boards were displayed for all to enjoy (*pictured below, right*). The Lexington Veterans Affairs Medical Center is a 199 bed nursing home facility that offers inpatient care and a community center for veterans.





A background image showing a pair of hands cupping a heart shape, rendered in a monochromatic red color scheme. The hands are positioned to frame the heart, with fingers slightly curled. The overall tone is warm and symbolic of care and support.

**DOCJT GIVING** BY THE NUMBERS

**104**

Pints of Blood Collected

**1,253**

Pints of Blood Donated Since 2003

**\$16,896**

Donated to KECC

**12**

Children with Christmas Wishes Fulfilled



## INSIDE **DOCJT**

### THANKSGIVING SOUP POTLUCK

DOCJT had lots to be thankful for this year. The staff celebrated together with a crockpot luncheon. Staff were encouraged to bring their favorite recipe dish, add-ons and sides to enjoy themselves with food and fellowship (*pictured at right*).

### TREATS AT DOCJT\*

After a year hiatus due to HVAC improvement construction, Treats at DOCJT returned in 2016. This Halloween tradition brings the children of staff that we talk about throughout the year together in a fun and safe atmosphere. Several offices have games, some decorate in themes and some staff dress up to hand out candy or treats (*pictured below*).

*\*All activities and treats are donated by staff to make this wonderful event memorable for all.*





# DOCJT AWARDS & RECOGNITIONS

The annual DOCJT Awards recognition ceremony took place in conjunction with a delicious pot luck Christmas luncheon which included a surprise visit from Santa. Employees were praised for another job well done and their continued commitment to the agency and law enforcement across the state. Several employees were applauded for their years of service to state government, recognized through letters of commendation, and for voluntary participation of the agency's recruitment efforts throughout the year.

## ADMINISTRATIVE STAFF PERSON OF THE YEAR – JEFF DUERSON

The Administrative Staff Person of the Year was presented to Purchasing Associate/Fleet Manager Jeff Duerson. Duerson processed 276 procurements totaling more than \$45,000 and saved the agency more than \$6,500. He also assisted in the purchase of three new SUVs, two sedans, a full-size pick-up truck, a Gator and several trailers. Duerson worked tirelessly with the Driving Section to add radios and emergency equipment to several newer track vehicles. "The professionalism shown by Mr. Duerson demonstrates the level of dedication that he has for the safety and welfare of the employees and the recruits, and for the mission of this agency," his nomination letter stated.



## TEAMWORK AWARD – STAFF SERVICES, PLANNING AND COMMUNICATIONS

The Staff Services, Planning and Communication Office was the recipient of the Teamwork Award. Although this section is different in scope, they have one common goal — to serve, support and succeed in the first two. This group is to be commended for refining efficiencies, planning ways to reduce cost, improve service, reach clientele/audience engagement, coordinate and cooperate among agency sections. Their nomination letter states, "DOCJT is at the core of all we do and say and with that in mind this staff has demonstrated sterling work and has been highly praised by Gov. Matt Bevin, Secretary Tilley and our Executive Staff, our clientele, and our staff time and time again."



## PROFESSIONAL ACHIEVEMENT AWARD – MEREDITH REED

Training Operations Division's Meredith Reed was awarded one of two Professional Achievement Awards. Her ability to adapt to a new director, assistant director and legal counsel was done with the highest degree of efficiency and professionalism. Reed took on additional tasks in reference to hirings and promotions during the transition. "Her service during the transition period at the department went well beyond the normal day to day operations of the division. She never complains, she just keeps moving forward. Her attitude and dedication to the agency deserves to be rewarded," her nomination letter stated.





### **PROFESSIONAL ACHIEVEMENT AWARD – TAMMY RICHARDSON**

Technical Services Section's Tammy Richardson received the Professional Achievement Award. Her work is shown across the state from printing class manuals, brochures and various print materials. Many times, she encounters a short turn-around time to print training materials, but always finds time to get the job completed before deadline. Her nomination letter stated, "Richardson is always ready to help, even when she is seemingly overwhelmed with other printing jobs. Tammy enjoys the occasional difficult projects and can usually, within a short period of time, come up with the ultimate solutions."



### **COMMISSIONER'S AWARD – ROBIN WHITAKER**

Records and Registration employee Robin Whitaker was recognized for her continual commitment to DOCJT. Whitaker acquired all registration activity, due to a retirement, and still managed her work load while assisting others. She processed nearly 12,000 training request as well as 1,900 CCDW training applications. During the changeover to the new online training system, Robin was essential in solving the problems of trainees that arose from cancellations. Once the new system was implemented, Robin tirelessly called hundreds of people who were registered for classes to get a unique email address, which is required for the new online training system. She had very little time to accomplish this task. Whitaker also volunteered to help with the KECC Campaign. "For Robin, it is all about helping our clients solve their problems. She is dependable, always willing to take on additional projects and wants to serve to make DOCJT the best it can be," her supervisor said.



### **INSTRUCTOR OF THE YEAR – SARAH POWELL**

The recipient of the Instructor of the Year Award was presented to Telecommunication Instructor Sarah Powell. Powell is the only instructor who has the experience and certification to teach in every area of the Public Safety Dispatch Academy curriculum, and is therefore called upon both because of need and her ability to provide excellent training for our students. She serves as the Telecommunications testing coordinator and the liaison for the American Heart Association Training Center, maintaining the necessary documentation and training materials. Powell's nomination letter included: Mrs. Powell exemplifies the Telecommunications Honor Code by making "sacrifices for the benefit of the team" and practicing "humility" and "a spirit of compromise". She keeps her private life "honorable as an example to all" and has whole heartedly dedicated herself to her "chosen profession- public safety."



## PERSONNEL

Another new tradition began in 2016. A promotional ceremony was held to recognize the dedicated staff, with many attributes to benefit DOCJT. Newly promoted staff were encouraged to invite family and friends to celebrate their achievement.

### CSE

The Certificate of Supervisory Essentials provides Executive Branch employees with a credible supervisory certificate program, designed to help current and developing supervisors gain the competencies they need to succeed within the extensive regulatory framework of the commonwealth. Training Instructor Lora Estes (*pictured left*) and Maintenance Worker JW Witt (*pictured right*) completed the program with merit.



RETIREMENTS			
NAME	START DATE	RETIREMENT DATE	SECTION
Rickey Bastin	02/01/2001	4/1/2016	KLEC - Testing Services
Imelda Hester	02/16/2001	4/1/2016	Advanced Telecommunications
John Bizzack	07/08/1996	4/16/2016	Commissioner's Office
Kimberly Matthews	09/16/2001	5/1/2016	Records and Registration
Patricia Rife	08/16/2003	6/1/2016	Records and Registration
Thomas Carr	03/16/1998	7/1/2016	Louisville
Mark Cool	11/01/2002	8/1/2016	Compliance and Monitoring
James Brown	6/1/1994	8/1/2016	Commissioner's Office
Teresa Babb	09/16/1998	8/1/2016	Skills Branch
David Pope	02/16/2003	8/1/2016	Louisville Office
George Barrett	12/01/2000	9/1/2016	Louisville Office
Fernando Alfaro	08/01/2002	11/1/2016	General Studies
Thomas Fitzgerald	10/16/2002	12/1/2016	Legal Training

NEW HIRES		
NAME	START DATE	SECTION
Kyle Hurt	1/1/2016	Firearms
Jarad Northern	1/1/2016	PT/DT
Jerry Loughran	2/1/2016	Firearms
Martha Sturniolo	3/16/2016	Personnel
Sanfield Forseth	4/16/2016	Leadership
Amy Robertson	5/16/2016	Patrol and Traffic
Mark Filburn	5/23/2016	Commissioner's Office
Edward Brodt	6/16/2016	Commissioner's Office
Deaidra Douglas	8/1/2016	Commissioner's Office
John McGuire	8/16/2016	Commissioner's Office
Phillip Crumpton	9/1/2016	Commissioner's Office
Phillip Frazier	10/1/2016	KLEC - Testing Services
Robert Johnsen	10/1/2016	KLEC - Testing Services
Debra Tincher	12/1/2016	KLEFPF
Christopher Sizemore	12/16/2016	Physical Training

## KENTUCKY LAW ENFORCEMENT MEMORIAL FOUNDATION CEREMONY

The Department of Criminal Justice Training and the Kentucky Law Enforcement Memorial Foundation hosted the annual ceremony honoring officers fallen in the line of duty. Sadly four new officers and five historical names were added to the memorial in 2016. Governor Matt Bevin addressed the audience which included families, friends and comrades of

the fallen. Covington Police Detective Anthony Jansen, son of fallen Newport Police Officer Anthony E. Jansen, also spoke.

The memorial service raises the public's awareness of the only memorial dedicated to nearly all of Kentucky's fallen officers and reaching out to the families, communities and fellow officers of those who have made the ultimate sacrifice.

### NEW ADDITIONS

#### Burke Rhoads

Nicholasville Police Department  
End of Watch  
March 11, 2015

#### Eric Chrisman

Kentucky State Police  
End of Watch  
June 23, 2015

#### Cameron Ponder

Kentucky State Police  
September 13, 2015

#### Daniel Ellis

Richmond Police Department  
November 6, 2015

### HISTORICAL ADDITIONS

#### George W. James

Georgetown Police Department  
October 22, 1893

#### John R. Russell

Harrodsburg Police Department  
April 25, 1896

#### Rory J. Draughn

Hazard Police Department  
December 18, 1913

#### Alford Holland

Hazard Police Department  
December 6, 1922

#### Anson B. Tribby

Kentucky State Police  
January 22, 2013

Gov. Matt Bevin addresses the gathered families, friends and comrades of Kentucky's fallen officers, reminding them their sacrifices will not be forgotten. "I am grateful to you, and as the governor of this state, I want you to know I will have your back," he said, in support of all Kentucky law enforcement.



PHOTO BY ELIZABETH THOMAS





Melissa Rhoads (second from left), wife of fallen Nicholasville Police Officer Burke Rhoads, receives an American flag in his honor during the Kentucky Law Enforcement Memorial Ceremony in Richmond. To Rhoads' right are Dawn Chrisman, mother of fallen Kentucky State Police Trooper Eric Chrisman, Brenda Tiffany, mother of fallen KSP Trooper Cameron Ponder, and Katie Ellis, wife of fallen Richmond Police Officer Daniel Ellis.



PHOTO BY ELIZABETH THOMAS

▼ Members of the Richmond Police Department stand at attention before performing the 21-gun salute.



PHOTO BY KEVIN BRUMFIELD





Nancy Ellis, mother of fallen Richmond Police Officer Daniel Ellis, traces her son's name now etched into the Kentucky Law Enforcement Memorial monument.

PHOTO BY ELIZABETH THOMAS

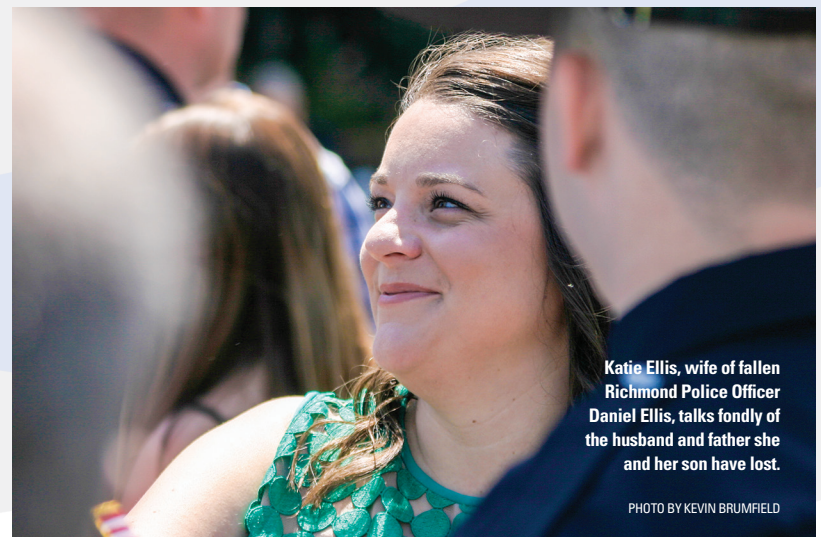


The Kentucky Horse Park Mounted Patrol attended the 17th annual KLEMF ceremony on horseback.

PHOTO BY ELIZABETH THOMAS









# ACRONYMS

ACRONYMS	SUBJECT	DEFINITION/OVERVIEW
<b>APS</b>	Academy of Police Supervision	This three-week course is the first course in leadership development for sergeants or first-line supervisors.
<b>CALEA</b>	Commission on Accreditation for Law Enforcement Agencies	"In March 2003, DOCJT became the first public safety training academy in the world to be accredited by CALEA under its newly created, Public Safety Training Academy Accreditation program."
<b>CCDW</b>	Carrying Concealed Deadly Weapons	DOCJT certifies trainers and instructors for the CCDW program so that they may conduct classes for individuals wanting to obtain a carry concealed permit in the state of Kentucky. The DOCJT Compliance Section also monitors the activity of the above classes to ensure they are being conducted according to KRS guidelines and specifications.
<b>CCSO</b>	Certified Court Security Officer	"CCSOs are responsible for the security of the courthouse, personnel, visitors and prisoners."
<b>CDP</b>	Career Development Program	CDP is a professional certificate program that aids in planning and organizing annual training to correlate with career goals as a peace officer or telecommunicator.
<b>CEU</b>	Continuing Education Unit	A standard unit of measurement for continuing education and training.
<b>CJED</b>	Criminal Justice Executive Development	"This program is structured for small to medium-size law enforcement agency administrators and managers. The purpose is to provide students with contemporary theories, management techniques, and leadership skills. This is a five-week course over a five-month period. "
<b>COS</b>	Career Opportunity System	"The Career Opportunities System provides applicants with a convenient electronic method for submitting résumés, applications, and exploring current employment opportunities."
<b>D-1</b>	Law enforcement agency transfer form	This form is used by the Compliance Section to track transfers from one law enforcement agency to another.
<b>DOCJT</b>	Department of Criminal Justice Training	"Under the umbrella of the Kentucky Justice and Public Safety Cabinet, DOCJT provides CALEA- and IACET- accredited law enforcement training to an average of 15,000 Kentucky officers annually."
<b>DRE</b>	Drug Recognition Program	A Drug Recognition Expert ( DRE ) conducts a detailed, diagnostic examination of persons arrested or suspected of drug-impaired driving or similar offenses.
<b>eMARS</b>	Electronic Management Administrative & Reporting System	The eMARS and Accounting Support pages are resources available to ensure consistency in the classification of receipts and expenditures for all state government.
<b>IACET</b>	International Association for Continuing Education and Training	One of two accrediting agencies to which DOCJT adheres. DOCJT is the first law enforcement training agency in the program.
<b>KACP</b>	Kentucky Association of Chiefs of Police	A statewide association for all law enforcement executives. The association also administers an accreditation program for its client agencies.
<b>KAR</b>	Kentucky Administrative Regulations	Regulations adopted by state agencies to administer requirements prescribed by state law.
<b>KCA</b>	Kentucky Criminalistics Academy	An intensive two five week program designed to enhance the skills and knowledge of crime-scene investigation and crime-scene technicians.
<b>KECC</b>	Kentucky Employee Charitable Campaign	A statewide government employee fundraising campaign.

# ACRONYMS

ACRONYMS	SUBJECT	DEFINITION/OVERVIEW
<b>KHRIS</b>	Kentucky Human Resource Information System	"Through advanced technology, expertise and collaboration, the Kentucky Human Resource Information System streamlines human resource business processes across the Commonwealth."
<b>KLE</b>	Kentucky Law Enforcement magazine	Magazine produced in-house that focuses on the real life needs of real police officers and covers multiple hot-topic issues across the state.
<b>KLEC</b>	Kentucky Law Enforcement Council	The governing body of four law enforcement training academies in Kentucky.
<b>KLED</b>	Kentucky Law Enforcement DISPATCHES	A monthly e-newsletter produced by DOCJT.
<b>KLEFPF</b>	Kentucky Law Enforcement Foundation Program Fund	"72 percent of revenues raised by Kentucky's 1.8 percent surcharge on casualty insurance premiums are committed to KLEFPF and earmarked for the mandatory training of Kentucky law enforcement officers to meet statewide standards, including all expenses of DOCJT, all expenses for KLEC and a proficiency grant for licensed officers who successfully complete a statutorily-mandated additional 40 hours of proficiency training annually."
<b>KLEMF</b>	Kentucky Law Enforcement Memorial Foundation	"KLEMF provides financial assistance, including 25 college scholarships annually, to the surviving families of Kentucky officers killed in the line of duty. The KLEMF also aids law enforcement families with emergency assistance grants. "
<b>KRS</b>	Kentucky Revised Statue	The body of law which governs the commonwealth.
<b>KSA</b>	Kentucky Sheriffs' Association	A statewide association for all sheriffs and deputies.
<b>LEN</b>	Law enforcement	Used when referring to law enforcement.
<b>OKLECS</b>	Office of Kentucky Law Enforcement Council Support	Administrative support to the KLEC consisting of two sections, Support and Records Sections and Testing Services Section.
<b>PCIS</b>	Post Critical Incident Seminar	"Created by the FBI specifically for law enforcement officers, the PCIS offers officers a safe and effective method for post-incident training in critical incident stress. "
<b>POPS</b>	Peace Officer Professional Standards	A set of minimum standards one must accomplish to become a certified peace officer in Kentucky.
<b>STOPS</b>	Strategies and Tactics Of Patrol Stops	"A program using principles proven and instructed, the STOPS program gives patrol officers the tactics and know-how needed to safely conduct vehicle traffic stops, reduce department liability and officer complaints, and teach necessary survival from both vehicular and felonious assaults."
<b>TASS</b>	Training and Administration Support System	A database used by DOCJT to include training records of law enforcement and DOCJT personnel.
<b>TPS</b>	Telecommunicator Professional Standards	A set of minimum standards one must accomplish to become a certified telecommunicator in Kentucky.
<b>TRIS</b>	Training & Registration Information System	"A database used by law enforcement agencies to register for classes, access training records, search course availability, personnel certification status and current course enrollment. "
<b>TSO</b>	Training Safety Officer	A program that incorporates six steps to get ahead of a training accident: have a planning meeting, develop a safety plan, conduct a site inspection/ set up the training space, have a safety briefing, observation/role players and after-action review.

**“I have not met one instructor here at this academy that did not love his or her job. Everyone here cares about what they teach and that shows in the classes.”**

— *Anonymous Recruit*







## **Department of Criminal Justice Training**

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